19 February 1982

Excerpts from ODP Staff Meeting - 12 February 1982   (U)

1.   There was no staff meeting on 5 February 1982. (U)

2.   The DCI has complained to senior staff personnel about the lack of timeliness in replying to correspondence.   D/ODP asked that ODP personnel keep promptness in mind when responding to incoming correspondence wherever it originates. (U)

3.   ADSTAR was successfully demonstrated to DDI Office Directors last week. (U)

4.   EEO is working with P&PD on a new display to carry to job fairs and conferences for recruitment purposes. (U)

5.   The Office of Security would like to warn all personnel that theft of personal property within the Agency has increased. OS will circulate a list of personal property which seems to attract thieves.   In the meantime, ODP personnel should be alert to the possibility of such thefts. (U)

25X1   6.   [   ]received a letter of appreciation from the Deputy Director of Communications for their contribution to an Intelligence Community study group during
25X1   1981. [   ]received a letter of appreciation from the Director, Development Engineering Group, OD&E, for his help with
25X1   one of their systems. [   ]received a commendation from the Director of Logistics for his work for them during his
25X1   assignment to OL. [   ]received a letter of appre-
25X1   ciation from[   ]EO/OT&E, for his work on one of their projects in support of the language training program. [   ]   25X1
received a letter of appreciation from Bill Hart and[   ]   25X1
25X1   [   ]DDA, for his work on the DDA Senior Secretarial Panel.
(U)

7.   Attached are excerpts from ODP division/staff weekly reports, copies of our weekly reports to the DDA, and the ODP Personnel Report.   (U)

[   ]   25X1

Att: a/s

This Document becomes UNCLASSIFIED when separated from attachment.

Excerpts from ODP Div/Staff Reports for Week Ending
9 February 1982

Management

As of 10 February, there were 46 outstanding advances totaling $21,210, none of which were delinquent. (AIUO) [   ]   STAT

The first quarter FY-82 MBO session was held on 3 February. An office overview was presented by D/ODP. [   ] presented a   STAT
background briefing on CAMS and [   ] discussed the various   STAT
aspects of the Office Automation MBO. The joint MBO's on LIMS, ACIS, and MHF were presented from an ODP perspective but will be presented by the Project Leaders at future joint sessions in April.
STAT (AIUO) [   ]

All travelers are reminded that airline reservations and ticket purchases are to be arranged through Central Processing Branch. Purchasing tickets through CPB allows the Agency to take advantage of the substantial savings afforded by using Government Travel Requests (GTR's). However, CPB needs at least three working days (preferably more) to purchase tickets. Once a travel order is approved and processed by ODP/B&F, the traveler must take one copy of the travel order along with a copy of his or her itinerary to CPB. They will call the traveler when the ticket is ready to pick up. In view of the lead time required by CPB, it is imperative that all travel be planned far enough in advance to make use of CPB services. Failure to do so results in a substantial penalty for ODP in terms of the amount of travel funds that must be expended
for ticket purchases. (AIUO) [   ]   STAT

Applications

CAMS (COMIREX Automated Management System). [   ]   STAT
STAT [   ] and CAMS2 P/SDC personnel met with [   ]   STAT
(SPD/TRW contractor) on 3 February to discuss the CAMS2 GFE support software products. Of particular interest are: the AIM based monitor (to support the Executive Program in June 1982), the addition of Data Catalog II to the support software, and the
removal of TELAGRAPH/DISSPLA from the list. [   ]   STAT

GRAPHICS (PROTOPLOT). No one seems to be tracking the payments to the SAS Institute for continued operation of the two (batch and on-line) versions of SAS. Since SAS has an automatic self-destruct feature after a one month warning, this has lead to a periodic panic (known as the grab SAS exercise). We must try to get the code from SAS Institute to keep SAS running. The current problem was caused by the paperwork for payment to SAS being lost by OF, so no monies were paid to SAS. Another problem is that Processing does not install current versions of the software on a timely
STAT basis. [   ]

STAT [   ] joined C Division from NPIC effective
8 February. She can be reached on ext. [   ]   STAT

31 January 1982

ODP PERSONNEL REPORT

Gains & Losses During January 1982:

Gains

25X1

Losses

25X1

Reassignment Within ODP:

25X1

Promotions Presented in ODP During January 1982:

25X1

	GS-12	DDA/CD
	GS-12	DDP/ED
	GS-12	DDP/OD
	GS-12	DDP/OD
	GS-12	DDP/PD
	GS-12	DDP/ED
	GS-12	DDA/CD
	GS-12	DDA/BD
	GS-12	DDA/ICS
	GS-12	SPS
	GS-12	DDP/SPD
	GS-12	DDA/OL
	GS-12	DDP/OD
	GS-12	DDP/SPD
	GS-12	DDP/CSS
	GS-06	DDP/OD
	GS-06	DDP/PD
	GS-06	DDP/ED
	GS-06	MS
	GS-05	DDP/OD
	GS-05	DDP/PD
	GS-05	DDP/

25X1

ODP 82-197
11 February 1982

MEMORANDUM FOR: Deputy Director for Administration

FROM: Bruce T. Johnson
Director of Data Processing

SUBJECT: ODP Report for Week Ending 10 February 1982

Support to Office of Personnel

SAWP (Suggestion and Achievement Awards Program). A briefing
was held this week to introduce members of the Suggestion and
Achievement Awards Branch to their new SAWP GIM-II data base
system. The briefing, conducted by [   ] was well   STAT
received and resulted in a commitment from Chief, Incentive
Awards Branch (IAB), to allocate the necessary resources to bring
SAWP into production as soon as possible. The user manual was
completed on 9 February and acceptance testing will begin on 22
February. The final acceptance is scheduled for 5 March 1982.
STAT   [   ]

Support to OSWR

TADS (Technical Analysis and Display System). TADS was moved
from the IBM 370/158 to the IBM 370/168-3 on 30 January to
improve performance. Except for minor problems, the new system
has been performing very well with response time typically two to
three times as fast as on the 370/158. Users are quite im-
pressed and pleased with the system's performance. [   ]   STAT

Support to Office of General Counsel

ADSTUDY (OGC Case Activity System). The initial draft of the
Systems Requirements Document for an automated assignment track-
ing system was completed last week. The system recommended to
satisfy OGC requirements will require the installation of five
terminals and associated printers. An estimated [   ] of OGC   STAT
funding will be necessary to purchase the equipment. During
informal discussions, OGC has indicated that funds are not
available. Several low-cost alternative systems are included in
the System Requirements Document, but each has significant
STAT   problems. [   ]

SAFE

The Consolidated SAFE Project Office (CSPO) is winding up its
technical evaluation of the Block 1 Preliminary Design Review
held in January. The results of this evaluation will be trans-
STAT   mitted to [   ] during the week of 16 February [   ]   STAT

Brooks Bill Exemption

Management Staff was informed by the Office of General Counsel that the DDCI and DCI approved inclusion of the Brooks Act relief provision in the Fiscal Year 1983 Intelligence Authorization Bill. The Bill has been forwarded to the Office of Management and Budget. (AIUO)

STAT

Competitive Procurement

RFP 82B-022 has been approved by D/ODP and forwarded to the Office of Logistics for action. This RFP is essentially a price competition for an IBM 3081 Model D computer system for mid-March installation. The RFP further requires the Model D be upgraded to a Model K system on or before 31 October. The 3081 will be installed in the [____]Center and will permit reassignment or release of the Amdahl 470V/8. The new IBM 3081 will have a five year life. (AIUO -[____]

25X1
STAT

Time Sharing Service Degraded

The Agency's General Purpose Time Sharing Service (VM) has been delivering unacceptable response times for the past few weeks. Computer specialists in ODP/Processing are currently investigating several solutions to this problem. Until one of the solutions is selected and invoked, we have requested that non-essential processing be done outside of the prime shift. Although the problem is urgent in nature, the solution will be implemented in a reasonable manner and not cause inconvenience to any user. [____]

STAT

Significant Events During the Coming Week

SAFE. Following the completion of the technical evaluation of the Preliminary Design Review (PDR), the CSPO will conduct detailed analyses of schedule and cost factors resulting from the PDR to determine the appropriate course of action for the project. [____]

STAT

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for Bruce T. Johnson

Processing

Production Division held a two day management conference at an offsite facility. The conference provided a forum for PD managers to discuss a variety of topics, issues, and concerns. All attending believed the conference was beneficial and met its

STAT   objective. [   ]

Aministrative

STAT   [   ] EOD'd to A Division on 8 Feburary. She is   STAT
a clerk typist assigned to [   ]

ODP 82-229
18 February 1982

MEMORANDUM FOR: Deputy Director for Administration

FROM: Bruce T. Johnson
Director of Data Processing

SUBJECT: ODP Report for Week Ending 17 February 1982

Support to Offices of Finance and Comptroller

FRS/ZBB (The Agency's Financial Resource and Budget System)
ZBB (Zero Based Budget) has been renamed BRS (Budget Ranking
System). FRS and BRS team members met with representatives from
OF and OGC and firmed up requirements for the FY-84 Program Call
to the point where development activities can now begin. The
preliminary development schedule indicates that the majority of
FRS/BRS functions will be implemented by 1 May 1983.

STAT

SAFE

Consolidated SAFE Project Office (CSPO) managers met with the
D/ODP on 10 February to discuss various options concerning the
direction of the Project. The CSPO managers also met with the DDA
on 16 February concerning the same subject.

The CSPO completed its technical evaluation of the Block 1
Preliminary Design Review held in January and completed its recom-
mendations for modifications to the Project Plan. The draft
memorandum which summarizes this work is being assessed by [   ] STAT

STAT

ADSTAR

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The OCR Systems Analysis Staff acceptance testing of ADSTAR
started on 10 February. All hardware has been tested successfully
except for the paper tape equipment on the Data General. [   ]

Significant Events During the Coming Week

Representatives of the Consolidated SAFE Project Officer will
travel to the [   ] SAFE Development Facility to discuss the
STAT   technical evaluation of the Block 1 Preliminary Design Review and   STAT
to conduct a fact finding of the revised Project and Financial
Plans. The visit will take place from 22-26 February. [   ]

STAT

Bruce T. Johnson

Administrative - Internal Use Only

Excerpts from ODP Div/Staff Reports for Week Ending
16 February 1982

Management

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As of 17 February, there were ⬚ outstanding advances
totaling ⬚ none of which were delinquent. (AIUO)

ODP Instruction. The D/ODP signed ODP Instruction 45-1-82,
Responsibilities of the COTR in Certifying the Accuracy of
Equipment Schedules Associated with Agency Contracts. This
Instruction re-emphasizes the responsibility of Contracting
Officers Technical Representatives (COTR's) for validating both
the requirement and the location of leased or rented ADP equip-
ment (hardware and software) when submitting procurement
requests. A similar certification is also required when
requesting maintenance of government-owned equipment. (AIUO)

STAT

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Federal ADP Users Group. ⬚ attended
the regular February meeting of the Federal ADP Users Group on 17
Feburary. The presentation covered the policies and responsi-
bilities addressed in OMB Circular #A 121. All government
agencies are supposed to have an implementation plan on file that
meets the requirements of this circular. Full cost accounting
and allocation of all ADP costs are specified but charge-back is
not required. At the meeting a representative from the National
Bureau of Standards announced a guideline for developing and
implementing a charging system which will be distributed next
fiscal year. (AIUO) ⬚

STAT

Applications

Support to OSWR. TADS (Technical Analysis and Display
System) An extensive test of the capacity of the TADS system
was performed on 9 February involving 14 users running TADS and
25 additional virtuals running VM on the TADS system (VM2). This
loading of resources was monitored by Engineering Division, ODP,
and indicated a large paging problem on VM2. In response to
this, a drum is scheduled to be added to the VM2 configuration
over the weekend. A system performance expert from IBM on
contract to ED has also been assigned to TADS to examine other
bottlenecks. ⬚

STAT

STAT

⬚ EODed this week as secretary to A Division.
She can be reached on ⬚ transferred to OL to
B Division this week. She can be reached on ⬚

STAT
STAT

Administrative - Internal Use Only

Processing

STAT

The [   ] Center had a poor week. VM response was severely degraded earlier in the week when the number of system users hovered around 400 and temporary disk space of usable size became impossible to obtain in prime time. Wednesday, VM lost an hour due to faulty system software which was just installed. All JES systems hung for nearly an hour Wednesday when a Telex disk drive failed. The IBM 168-2 was down for 4 hours Friday due to a faulty CDC disk drive, and the pack had to be restored by SPD. IBM is monitoring Channel 8 on SY5 to try to find the cause of several hot I/O incidents which caused several IPL's to be performed and slowed GIMDEV appreciably. [   ]

STAT